



## 2012 PLANNING COMMISSION ANNUAL REPORT

On behalf of the Planning Commission I am pleased to present the Commission's 2012 Annual Report. Following recent trends, James City County saw a slight increase in population in 2012 of 1.4%. This increase was due to growth primarily in single family detached units and to a lesser degree in multifamily units, with concentrations in The Settlement at Powhatan Creek, Whitehall and New Town developments. The total number of new dwellings built has remained relatively flat with 379 dwelling units constructed in 2012, a slight decrease from 2011. This relatively low activity level of new residential construction corresponded to a relatively low activity level of development approval as only 247 residential units were legislatively approved in 2012 as part of the New Town Master Plan in Section 12. Please see pages 4 through 7 for additional details.

The update to the Zoning and Subdivision Ordinances begun in 2011 continued into 2012. Most notably, work was completed on the exterior sign ordinance, revisions to the Residential and Cluster Overlay Districts, the creation of the new R-3 District, changes to the Subdivision Ordinance, updates to the Multiple Use Districts and the addition of the Green Building Incentives Policy. Other items included administrative and housekeeping items. Please see pages 16 through 18 for a complete report of those activities.

2012 also saw the kickoff of the Coordinated Comprehensive Plan Review. While James City County adopted its current Comprehensive Plan in 2009, neighboring Williamsburg and York County began their reviews in 2011-2012. The Coordinated Comprehensive Plan Review allowed the Planning Commissions and Planning staffs opportunities to discuss those areas where boundaries abut and to discuss potential impacts on neighboring communities while maintaining separate and distinct comprehensive plans. Thank you to the community members who attended the four public forums to garner feedback on these adjoining areas. Please visit [www.htplanning.org](http://www.htplanning.org) to learn more about the plan review.

Progress continued on the Goals, Strategies and Actions of the 2009 Comprehensive Plan as detailed in pages 23 through 52 of this report.

I would like to thank my colleagues on the Planning Commission and the County staff for their service on behalf of the citizens of James City County. It was an honor to serve as chairman in 2012.

Timothy O'Connor

James City County Planning Commission

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## 2012 PLANNING COMMISSION

Name	District	Appointment	Term Expires
Tim O'Connor** (Chair)	At-Large	8/10/2010	1/31/2017
Al Woods ** (Vice-Chair)	Powhatan	1/26/2010	1/13/2014
Robin Bledsoe **	Jamestown	2/24/2012	1/31/2014
Richard Krapf **	Stonehouse	1/23/2007	1/31/2015
George Drummond	Roberts	3/13/2012	1/31/2016
Mike Maddocks**	At-Large	1/26/2010	1/31/2014
Christopher Basic**	Berkeley	1/2/2008	1/31/2017

## PLANNING DIVISION STAFF

Allen J. Murphy Jr., AICP, Development Manager  
 Paul D. Holt, III, AICP, CNU-A, Director of Planning\*\*  
 Tammy Rosario, AICP, Principal Planner  
 Christopher Johnson, Principal Planner\*,\*\*  
 Ellen Cook, AICP, Senior Planner II  
 Scott Whyte, AICP, Senior Landscape Planner  
 Jason Purse, AICP, Senior Planner II  
 Leanne Reidenbach, AICP, Senior Planner II  
 Jose Ribeiro, AICP, Senior Planner  
 Luke Vinciguerra, AICP, Planner  
 Brian Elmore, Development Management Assistant  
 Jennifer VanDyke, Administrative Services Coordinator

## ZONING DIVISION STAFF

Christy Parrish, CZA, Acting Zoning Administrator/Proffer Administrator  
 John Rogerson, CZA, Senior Zoning Officer  
 Terry Costello, CZA, Zoning Officer

\* Virginia Certified Board of Zoning Appeals Official

\*\*Virginia Certified Planning Commissioner

AICP – American Institute of Certified Planners

CZA – Certified Zoning Administrator

David A. Nice Builders was considered in April for expansion of an existing building.

## INTRODUCTION

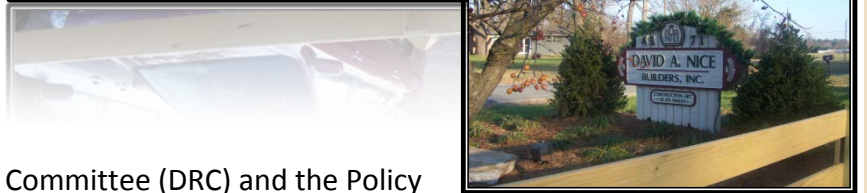
The James City County Planning Commission (Commission) is composed of seven members, one member from each of the County's five magisterial districts (Powhatan, Roberts, Stonehouse, Jamestown, Berkeley) and two at-large members. Members are required to participate on one or two

subcommittees: Development Review Committee (DRC) and the Policy Committee. The DRC reviews subdivisions and site plans for consistency with approved master plans, County zoning and subdivision ordinances, the Comprehensive Plan, and other Board-adopted policies. The Policy Committee works with staff to (1) prioritize Capital Improvement Program (CIP) requests in accordance with the Comprehensive Plan, and (2) address specific planning-related issues such as policy and ordinance revisions.

### Planning Commission Responsibilities:

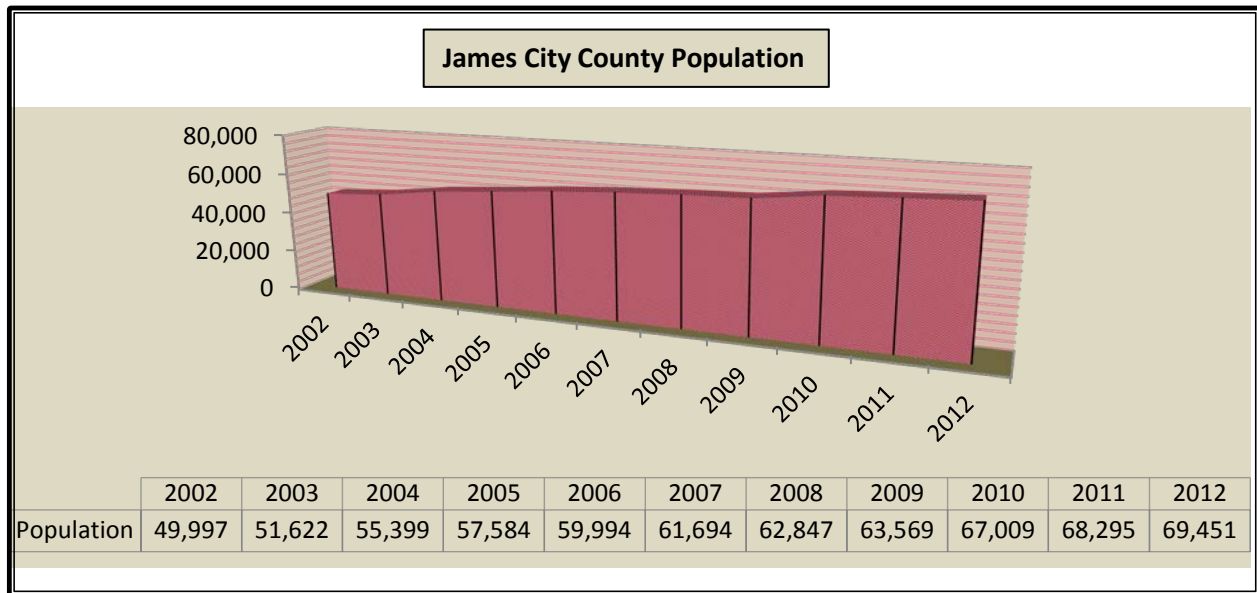
The Board appoints members to the Commission to review cases and make recommendations regarding land use, transportation, public facilities and utilities. The Commission shall, among other things:

- Update and coordinate the implementation of the County's Comprehensive Plan;
- Review and make recommendations to the Board of Supervisors on rezoning, master plan, special use permit, subdivision and site plan applications;
- Consider and prepare policy and ordinance revisions;
- Assess the annual CIP Program; and
- Participate in community planning forums and committee studies.

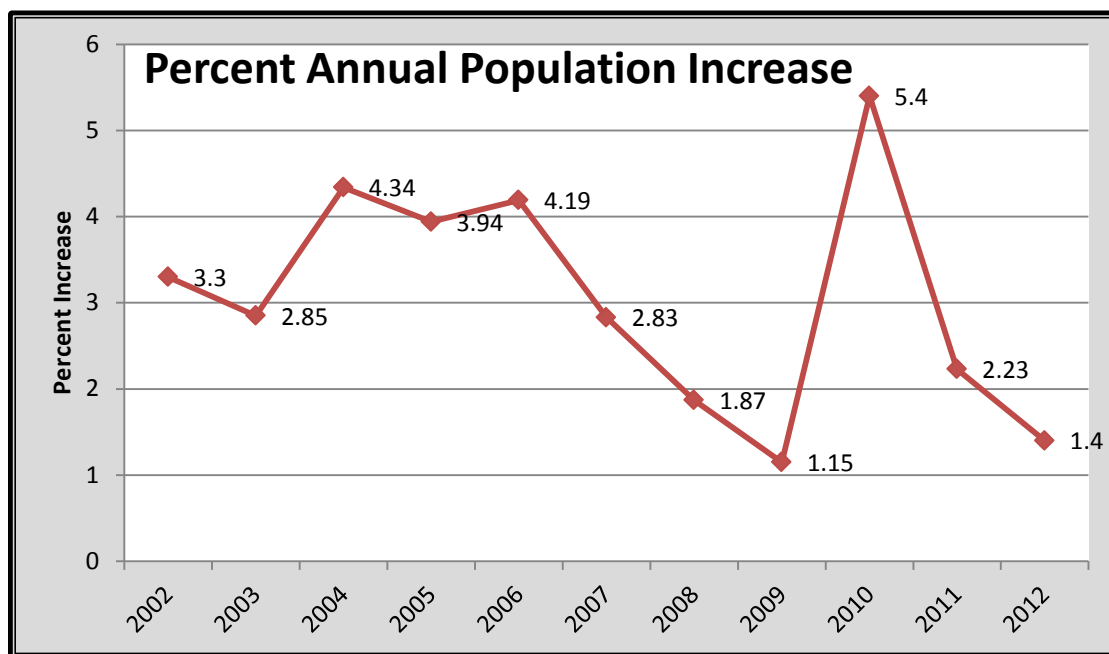


2012 Schedule		
Regular Meetings		Work Session 30-Apr
4-Jan	11-Jul	
1-Feb	1-Aug	
7-Mar	5-Sep	
4-Apr	3-Oct	
2-May	7-Nov	
6-Jun	5-Dec	

## DEVELOPMENT AND GROWTH



Source: Staff population estimates (2001-2009, 2011-2012) and United States Census Bureau (2010)



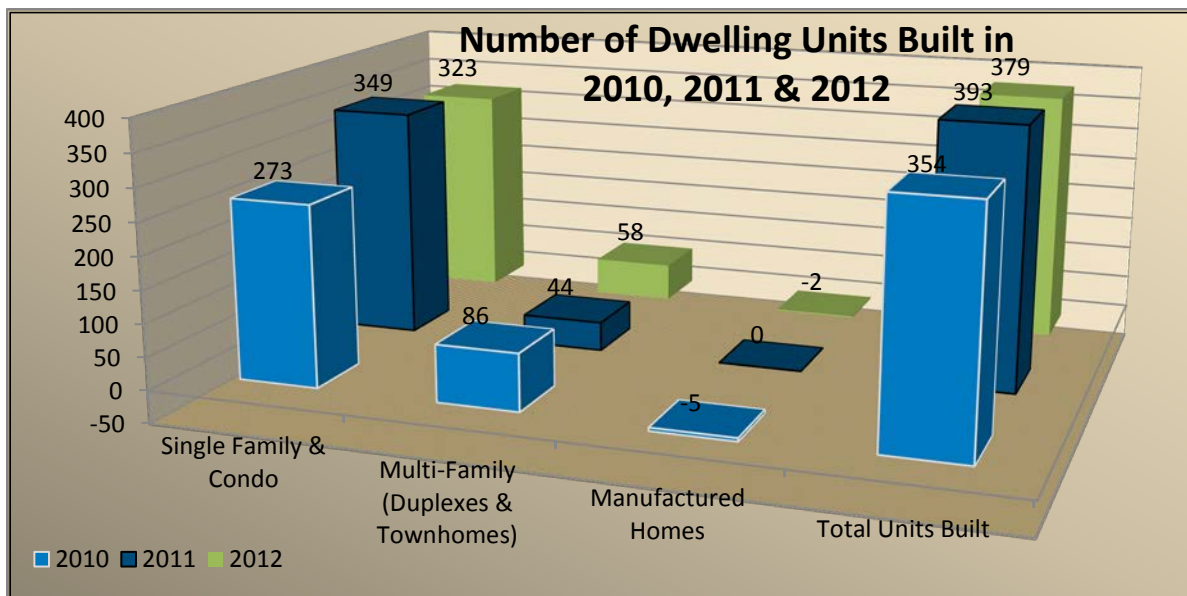
The apparent “jump” in population numbers between the years 2009 and 2010 represented in the above graphic by a sharp vertical line does not reflect real population growth; rather, the “jump” is attributed to a recalibration of the population figure based on new data from the U.S. Census Bureau released in 2010.

### Residential Unit Count

Calendar Year	Single Family & Condo	Multi-Family (includes duplexes and townhomes)	Manufactured Homes	Total Number of Dwelling Units Added Each Year	Total Unit Count*
2010	273	86	-5	354	30,151
2011	349	44	N/A	393	30,544
2012	323	58	-2	379	30,923

As of 2010, the U.S. Census Bureau no longer provides a breakdown of dwelling units by housing type. \*The Total Unit Count represents the total number of dwelling units in the County per the 2010 Census (29,797 dwelling units) plus the number of residential Certificates of Occupancy issued in 2010, 2011, and 2012. To better align with the date range for the Planning Commission Annual Report, data is now reported on a calendar year basis.

Seen here is new residential construction at Weatherly at White Hall.



## Residential Subdivision Buildout Data

The Residential Subdivision Buildout Map has been updated for 2012. Staff has updated the data exported and coded from Real Estate Assessments/GIS as part of the cumulative impact evaluation. Some additional refining of the previous data had been completed. Updating, refining and manipulating this data provides a more accurate snapshot of the County.

Based on this information, staff has also updated the series of reports that provide additional detailed information for all subdivisions within James City County. Each report is organized by subdivision alphabetically or by election district. These reports are considered “works in progress” and will continue to be refined over time.

The first report, “Development Status Report – All Data,” (posted at [jamescitycountyva.gov/planning/policy.html](http://jamescitycountyva.gov/planning/policy.html) and attached) reports the number of vacant parcels, improved parcels, residential units, and all parcel unit classifications. This report includes common areas, timeshares, public lands, commercial, etc.

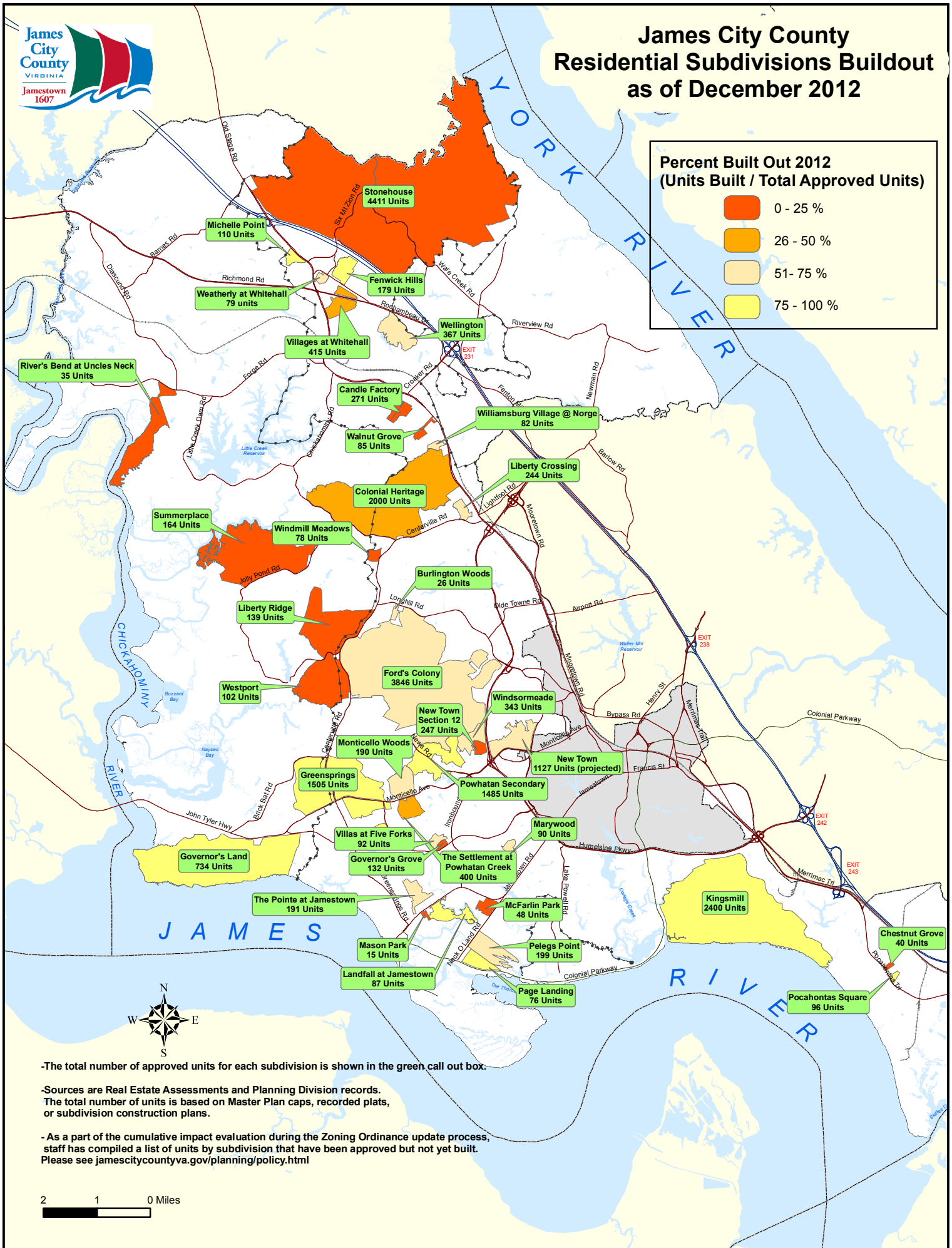
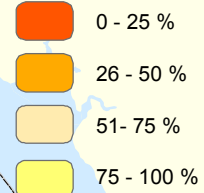
The second report, “Residential Development Status Report – Residential Only,” (attached and posted) provides information only on residential units. This report is condensed and excludes unit classification. The unit counts do not include common areas, timeshares, public lands, commercial, etc. An updated summary of the data from the second report is presented in the table below:

<b>Election District</b>	<b>Residential Unit Count</b>	<b>Vacant Parcels</b>	<b>Improved Parcels</b>	<b>Total Parcels</b>
<b>Berkeley</b>	5,851	453	5,371	5,824
<b>Jamestown</b>	6,380	513	4,759	5,272
<b>Powhatan</b>	5,970	986	4,978	5,964
<b>Roberts</b>	6,822	407	4,792	5,199
<b>Stonehouse</b>	5,778	1,195	5,409	6,604
<b>TOTAL</b>	30,801	3,554	25,309	28,863



# James City County Residential Subdivisions Buildout as of December 2012

## Percent Built Out 2012 (Units Built / Total Approved Units)



-The total number of approved units for each subdivision is shown in the green call out box.

-Sources are Real Estate Assessments and Planning Division records.  
The total number of units is based on Master Plan caps, recorded plats, or subdivision construction plans.

-As a part of the cumulative impact evaluation during the Zoning Ordinance update process, staff has compiled a list of units by subdivision that have been approved but not yet built.  
Please see [jamestowncityva.gov/planning/policy.html](http://jamestowncityva.gov/planning/policy.html)

2 1 0 Miles

### DEVELOPMENT REVIEW

Development review activities consist primarily of rezonings, special use permits, site plans, subdivisions and conceptual plans.

**Special Use Permits:** The Planning Commission reviewed eleven applications. The applications included: the expansion of two churches, Williamsburg Seventh Day Adventist Church and King of Glory Church, a contractor's office, a new automotive dealership/repair shop, proposed amendments to the existing conditions and proffers regarding Colonial Manor to allow the expansion of assisted living units from 48 to 110, replacement to Fire Station #4, a new day-care service attached to Chickahominy Baptist Church, construction of a new contractor's office and storage yard, a new cell tower in Ford's Colony, extension to the sewer force main at Greensprings Mobile Home Park and expansion to the parking lot and a new student drop-off area at Toano Middle School.

Parking improvements and a new student drop-off area were approved for Toano Middle School.



**Rezoning:** Eight applications were considered by the Commission. The applications included: proposed amendments to the existing conditions and proffers regarding Colonial Manor to allow the expansion of assisted living units from 48 to 110, building expansion to Williamsburg Seventh Day Adventist Church proposed as multi-purpose and activity space, amendment to proffers to allow for demolition of the Anderson-Hughes house, amendment to proffers on open space easements located in Stonehouse, a new apartment complex located in New Town Section 12 for 247 units, incorporation of new lands as part of open space and buffer lands to Fire Station #4 and extension to the sewer force main for Greensprings Mobile Home Park.

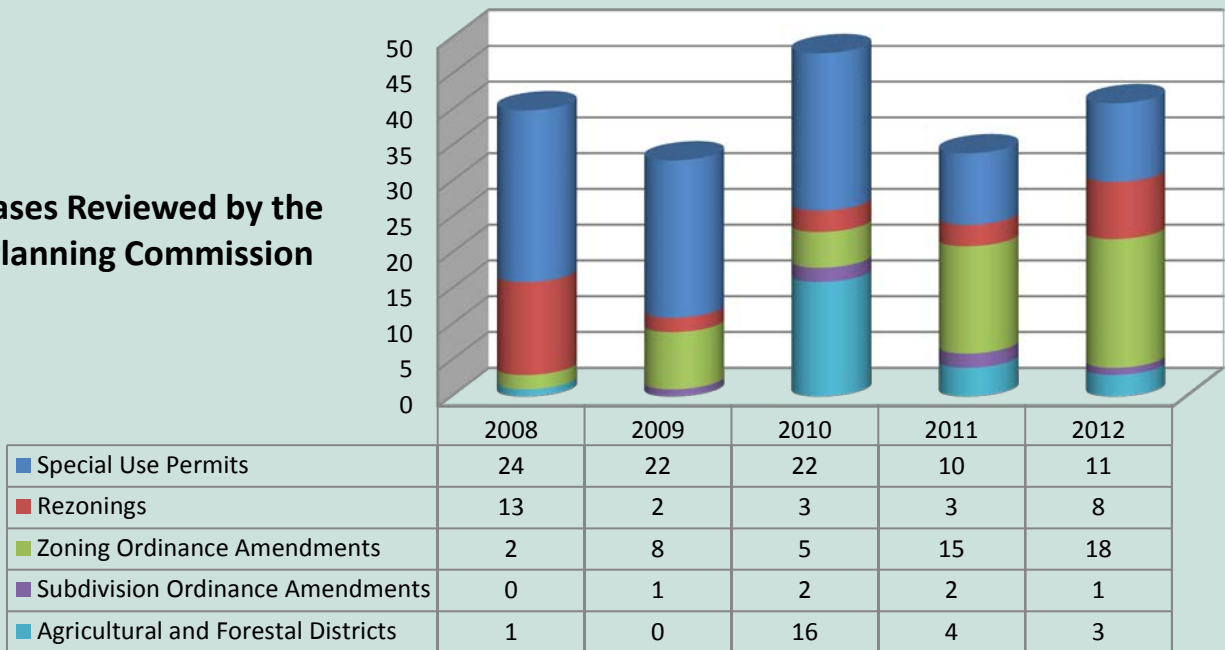
**Master Plan:** One application was considered by the Commission. The application was for 247 rental townhome units in New Town Section 12.

**Residential Units Legislatively Approved in 2012:** The Planning Commission and Board of Supervisors approved 247 townhome units for New Town Section 12.

**Agricultural and Forestal Districts:** The Planning Commission reviewed three applications for AFD additions; two for Pates Neck and one for Mill Creek. One of the Pates Neck applications also served as a renewal.



### Cases Reviewed by the Planning Commission

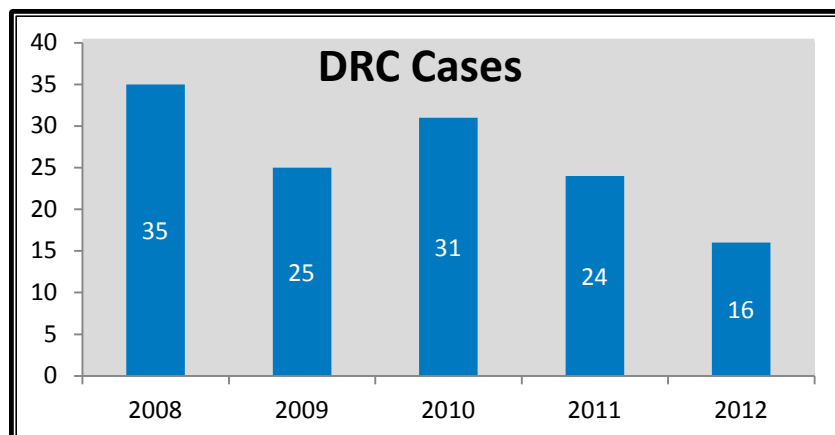


### Development Review Committee (DRC)

The DRC reviewed 16 cases. These included: New Town Section 7, New Town Section 9 (including Settler's Market and Walmart Market), New Town Section 12 for-rent townhome development, Peleg's Point Section 6, Ford's Colony Section 35 (Westport), the Settlement at Powhatan Creek Phase 3, Colonial Heritage Phase 4 Jolly Pond Access Road and Walnut Grove. Two applicants requested the Committee's input on potential legislative proposals and received guidance and feedback to help them create plans and drawings that are consistent with the Comprehensive Plan.

### Policy Committee

Policy review functions include reviewing the Capital Improvements Plan as well as processing any changes to the Zoning Ordinance or Committee Bylaws. In 2012 Committee activities were primarily focused on reviewing amendments related to the comprehensive Zoning Ordinance Update. For more information on the Ordinance Update, please read the summary provided on the following page.



### **HISTORIC TRIANGLE COORDINATED COMPREHENSIVE PLAN REVIEW**

In 2006 the governing bodies of James City County, the City of Williamsburg, and York County agreed to coordinate the timing of their comprehensive plan reviews. The purpose of the coordinated timing was to promote closer collaboration and communication concerning land use, transportation, and other comprehensive plan issues that cross jurisdictional boundaries. It was agreed from the outset that each locality would be conducting its own independent comprehensive plan review and developing its own plan, the coordinated timing of these reviews was intended to provide an opportunity for citizens of all three localities to talk about issues of mutual interest.

This photograph was taken at the Joint Planning Commission meeting held on April 30, 2012.

The Historic Triangle Coordinated Comprehensive Plan Review officially kicked off in early 2012 with a series of joint community forums that were held throughout the Historic Triangle. These forums were an opportunity for citizens of all three localities to come together both to learn about the three comprehensive plans



and to share their visions and goals for the future of the Historic Triangle, with a particular focus on three key geographic areas where jurisdictional boundaries meet. Planning Commissioners and planning staff from the three jurisdictions were present at all four forums to hear the citizens' ideas and comments. Meeting dates and locations are listed below:

- February 2, 2012 – Magruder Elementary School (Riverside/Marquis/Bush Area)
- February 23, 2012 – Warhill High School (Lightfoot/Pottery Area)
- February 27, 2012 – Williamsburg Community Building (Northeast Triangle & Surrounding Area)
- March 15, 2012 – Tabb Library (Lower York County)

Following the joint community forums, the three Planning Commissions held a joint work session on April 30, 2012 to review and discuss the citizen comments made at the forums (which were all posted on the project web site) and issues of common concern.

The staffs of the three localities have prepared a draft summary document that reflects information in each individual locality's plan. The draft document has been compiled with the purpose of providing the regional scale background information that had been prepared, and describing the areas and topics where the localities had similar approaches as well as those areas where the localities' approaches were different. It is anticipated that this document will be forwarded to the James City County Commission and Board in early 2013.

PLANNING COMMISSION ACTIONS

SPECIAL USE PERMITS

Case Number	Name of Project	Location	Acres	Case Description	Staff	PC	BOS
<b>SUP-0011-2011</b>	American Pride Automotive	7793 Richmond Road	1	Building reuse to allow vehicle sales, repair, and display. BOS approved a zoning ordinance amendment that changed vehicle sales and service to a permitted use in B-1.	approval	approval	Did not require approval as a result of an ordinance change
<b>SUP-0001-2012</b>	Williamsburg Seventh Day Adventist Church Expansion	3989 John Tyler Highway	9.2	Proposed new 5,500 square foot accessory building for multi-purpose and activity areas	approval	approval	approval
<b>SUP-0002-2012</b>	Colonial Manor Proffer Amendment	8679 Pocahontas Trail	7	Amends proffers and conditions for SUP-0011-1999/Z-0002-1999 to allow assisted living and increase number of units from 48 to 110. No exterior site changes proposed.	approval	approval	approval
<b>SUP-0003-2012</b>	David Nice Building Expansion	4571 Ware Creek Road	0.93	Construction of an addition on the existing offices of David A. Nice Builders (DNB) which will serve as a training room for DNB staff	approval	approval	approval

<b>SUP-0006-2012</b>	Fire Station #4 Replacement	5316 Olde Towne Road	2.6	This parcel will be incorporated into the adjacent fire station property to be used as open space and buffer lands as part of a new Fire Station #4.	approval	approval	approval
<b>SUP-0008-2012</b>	Chickahominy Baptist Church Day Care	2900 & 2885 Chickahominy Road	2.21	Request to allow a child day-care center in an accessory building at the site of Chickahominy Baptist Church	approval	approval	approval
<b>SUP-0007-2012</b>	Jim's Well Service	194 Racefield Drive	44	Construction of a contractor's office and storage yard	approval	approval	approval
<b>SUP-0012-2011</b>	nTelos, Route 199, Wireless Communication Facility	3820100005, site found in Ford's Colony	8.2	One slick-stick monopole wireless communication facility, at a tower height of 135 feet from grade in addition to a two foot tall lighting rod	denial	denial	approval
<b>SUP-0002-2011</b>	Greensprings Mobile Home Park Sanitary Sewer Force Main Extension	4131 Centerville Road	47	The use as existing mobile home park remains the same and would not expand. The proffers are intended to ensure the sewer connections will be used for mobile homes.	denial	approval	approval

<b>SUP-0012-2012</b>	Toano Middle School Parking Improvements	7817 Richmond Road	34	Request to allow the construction of a new student drop-off area, 30 additional parking spaces and other minor improvements to the site	approval	approval	approval
<b>SUP-0013-2012</b>	King of Glory Church Building Expansion	4897 Longhill Road	12.95	12,500 square foot building expansion	approval	approval	approval

REZONINGS

Case Number	Name of Project	Location	Acres	Case Description	Staff	PC	BOS
<b>Z-0004-2011</b>	Mason Park Master Plan Amendment	1916 Jamestown Road	9	Proposal to amend the existing Mason Park proffers to remove the requirement for detached garages	withdrawn		
<b>Z-0001-2012</b>	Williamsburg Seventh Day Adventist Church Expansion	3989 John Tyler Highway	9.2	Proposed new multi-purpose and activity areas	approval	approval	approval
<b>Z-0002-2012</b>	Colonial Manor Proffer Amendment	8679 Pocahontas Trail	7	Amends proffers and conditions for SUP-0011-1999/Z-0002-1999 to allow assisted living and increase number of units from 48 to 110. No exterior site changes proposed.	approval	approval	approval



<b>Z-0004-2012</b>	Walnut Grove Proffer Amendment	7375 & 7345 Richmond Road		This was a request to amend proffers to address the demolition of the Anderson-Hughes House. Existing proffers require that the structure be maintained and relocated. The structure cannot be relocated due to termite damage to the support structure.	approval	approval	withdrawn
<b>Z-0006-2012</b>	Stonehouse Conservation Easement Proffer Amendment	All properties located in Stonehouse Conservation Easement		Proffer Amendment to delete condition 10.4 (from the set approved in 2007) regarding Natural Open Space Easements being required to be granted to both the County and a land conservation organization (such as the Williamsburg Land Conservancy). Natural Open Space easements will still be granted to the County through administrative processes.	approval	approval	approval
<b>Z-0003-2012</b>	New Town Section 12	3950 WindsorMeade Way	34	Develop 247 rental townhome units and associated infrastructure. See also MP-0001-2012. Conceptual plan and traffic study reviewed under C-0024-2008 and C-0072-2008. DRB approved master plan on 3/21/12.	approval	approval	approval
<b>Z-0005-2012</b>	Fire Station #4 Replacement	5316 Olde Towne Road	1.1	This parcel will be incorporated into the adjacent fire station property to be used as open space and buffer lands as part of a new Fire Station #4.	approval	approval	approval

<b>Z-0007-2012</b>	Greensprings Mobile Home Park Sanitary Sewer Force Main Extension	4131 Centerville Road	47	The use as existing mobile home park remains the same and would not expand. The proffers are intended to ensure the sewer connections will be used for mobile homes.	denial	approval	approval
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#### MASTER PLANS

Case Number	Name of Project	Location	Acres	Case Description	Staff	PC	BOS
<b>MP-0003-2011</b>	Mason Park Master Plan Amendment	1916 Jamestown Road	9	Proposal to amend the existing Mason Park proffers to remove the requirement for detached garages	withdrawn		
<b>MP-0001-2012</b>	New Town Section 12	3950 WindsorMeade Way	34	Develop 247 rental townhome units and associated infrastructure. See also MP-0001-2012. Conceptual plan and traffic study reviewed under C-0024-2008 and C-0072-2008. DRB approved master plan on 3/21/12.	approval	approval	approval

#### AGRICULTURAL AND FORESTAL DISTRICTS

Case Number	Name of Project	Acres	Case Description	Staff	AFD	PC	BOS
<b>AFD-04-86-2-2012</b>	Pates Neck AFD Renewal	755	Renewal and addition of two new parcels to existing AFD	approval	approval	approval	approval

<b>AFD-07-86-1-2012</b>	Mill Creek AFD Addition	104	Addition of 104-acre parcel surrounded to the south by other parcels located in the Mill Creek AFD	approval	approval	approval	approval
<b>AFD-04-86-3-2012</b>	Turners Neck Road, Pates Neck Addition	131	Addition of 131 acres into the Pates Neck AFD	approval	approval	approval	approval

## ZONING ORDINANCE AND SUBDIVISION ORDINANCE UPDATE

Substantial work was done in 2012 to update the Zoning and Subdivision ordinances. The Policy Committee met twice in 2012 to discuss the revised ordinances. In addition, staff and Policy Committee work was presented at four Board work sessions. Throughout the update process, staff maintained a dedicated website ([www.iccplans.org](http://www.iccplans.org)) to collect community input and provide information and meeting materials.

As noted in the 2011 Planning Commission Annual Report, two priority items were completed - the sustainability audit and the Economic Opportunity District. Progress in 2012 spanned both the remaining priority items and the non-priority items identified in the adopted update methodology.



Progress on the three other priority items is summarized below:

- **Commercial/Business Districts.** Staff drafted amendments to the commercial/business districts and completed a majority of the meetings to discuss these districts in 2011. These districts were adopted by the Board of Supervisors at its January 10, 2012 meeting.
- **Cumulative Impact Database Set-Up.** The goal of setting up this database is to help track impacts from existing development, and from approved development that has not yet been built. Due to limitations in staff resources, no additional components of the desired database were completed in 2012, but the existing data categories were updated. Additional information and updates on this item are included on page six of this report.
- **Development Standards.** The majority of the design standards, including sound walls, outdoor lighting, landscaping, parking standards, private streets, pedestrian accommodations, timbering, and floodplain, were adopted by the Board of Supervisors on November 22, 2011. This grouping was completed in 2012 when the Board adopted amendments to the exterior sign ordinance on September 11, 2012.

Progress on the non-priority items is summarized below:

- **Wireless Communication Facilities.** Staff drafted amendments to the wireless communication facility district and accompanying performance standards policy. The amendments were recommended for approval by the Planning Commission at its December 7, 2011 meeting, and adopted by the Board of Supervisors on January 10, 2012.
- **Residential Districts.** This category includes revisions to the existing R-1, R-2, R-5, and Cluster Overlay Districts; creation of a new R-3, Residential Redevelopment District; and

creation of new Residential Redevelopment Policy and Housing Opportunities Policies. The Board of Supervisors considered this grouping at its September 11, 2012 meeting and adopted changes to the R-1, R-2, R-5 Districts and creation of the new R-3 District. The Board deferred the two new policies and the Cluster Overlay District. After revisions, the policies, Cluster Overlay District, and minor amendments to the other previously adopted residential districts were approved by the Board at its November 27, 2012 meeting.

- **Multiple Use Districts.** This category includes revisions to the existing MU, PUD, and R-4 Districts. These items were drafted in 2011, and were then brought forward for Planning Commission and Board consideration and final revision in 2012. The Board adopted these districts at its September 11, 2012 meeting.
- **Green Building.** After the drafting of a green building policy in 2011 and a number of substantial changes based on discussion with the County's Economic Development Authority (EDA) and the Board of Supervisors, a revised version of the policy was drafted, then brought forward for Planning Commission and Board action. The Board adopted the Green Building Incentives Policy at its September 11, 2012 meeting.



- **Administrative Items and Procedures, Definitions.** This category includes revisions to existing Articles I (General) and III (Site Plan) and the Nonconformities section, and development of three new policies for Traffic Impact Analysis Guidelines, Environmental Constraints Analysis, and Fiscal Impact Studies. These items were drafted in 2011, then discussed and revised in 2012, resulting in Board adoption at its June 12, 2012 meeting. Another subset of this category, Definitions, was adopted by the Board of Supervisors at its September 11, 2012 meeting.

- **Subdivision Ordinance.** Changes to the Subdivision Ordinance were drafted in 2012, and adopted by the Board of Supervisors at its December 11, 2012 meeting.
- **Ordinance Update Housekeeping Items.** Toward the end of the process, staff identified five ordinance sections (Floodplain Area Regulations, Procedural Descriptions/Submittal Requirements/Definitions, Research and Technology, and Private Streets) where additional revisions were necessary either to fix minor grammatical or consistency issues or to further clarify the previously adopted ordinances. These items were adopted by the Board of Supervisors at its December 11, 2012 meeting.

Another category of updates included in the original ordinance update methodology adopted by the Board of Supervisors was Rural Lands. In 2011, the Transfer of Development Rights (TDR) Feasibility Study was completed, and the Board decided not to pursue the program at that time. At its concluding work session pertaining to TDR, the Board decided to hold a dedicated work session to discuss the update of the districts most associated with rural lands (A-1 and R-8). The Board held that work session on June 26, 2012. At the work session, the



Board expressed interest in holding a public forum (or forums) to discuss rural lands options, as well as in having meetings with landowners. Staff noted that a methodology would be put together to incorporate these elements, together with updating maps and other data, and organization of a panel discussion with key professionals. Staff anticipates bringing this methodology forward for discussion in 2013.

Finally, staff would note that a number of ordinance items not related to the overall update methodology were also completed in 2012, including revisions to the definition of hotels, revisions to submittal requirements related to delinquent accounts, and creation of more comprehensive standards for soil stockpiles.



# ZONING ORDINANCE AMENDMENTS

Case Number	Name of Project	Case Description	PC	BOS
<b>ZO-0001-2012</b>	Addition of Resort Hotel Definition	Ordinance to amend the definition of hotel to include resort hotels	approval	approval
<b>ZO-0011-2011</b>	Procedural Descriptions	Revisions to items contained within Article I (In General) and Article III (Site Plan).	approval	approval
<b>ZO-0012-2011</b>	Submittal Requirements	Reorganization of items under Section 24-23 (Submittal requirements for legislative cases), and amendments to Section 24-143 (Site plan submittal requirements)	approval	approval
<b>ZO-0013-2011</b>	Nonconformities	Amendments to Article VII, additional references and more concise language added	approval	approval
<b>ZO-0014-2011</b>	Exterior Signs	Amendments to Article II, Division 3. External Signs including allowing split commercial signage, tenant names on shopping center signs in certain circumstances, amending penalties for signs in VDOT's right-of-way, and adding graphics to help with some definitions and measurements	approval	approval
<b>ZO-0003-2012</b>	Application to Amend Proffers	Amendments to Section 24-13, Amendment of chapter, Section 24-20, Amendments and Variations of Conditions, Section 24-23, Submittal Requirements	withdrawn by Staff	
<b>ZO-0002-2012</b>	Definitions	Changes include new definitions, revisions to existing definitions, deletion of existing definitions and added illustrations	approval	approval
<b>ZO-0009-2011</b>	Residential Districts	Amendments to the Limited Residential District (R-1), General Residential District(R-2) and Multifamily Residential District (R-5)	approval	approval

<b>ZO-0008-2011</b>	Multiple Use Districts	Amendments to Mixed Use (MU), Planned Unit Development (PUD) and Residential Planned Community (R-4)	approval	approval
<b>ZO-0007-2011</b>	Residential Cluster Overlay	Amendments to Article VI, Division 1. Residential Cluster Overlay Ordinance	approval	approval
<b>ZO-0005-2011</b>	Green Building	Endorsement of green building incentives	approval	approval
<b>ZO-0005-2012</b>	Submittal Requirements	Section 24-24, additional requirements for submittal, delinquent accounts	approval	approval
<b>ZO-0004-2012</b>	Soil Stockpile	Adds section 24-46, Soil Stockpiling Ordinance	approval	approval
<b>ZO-0006-2012</b>	Floodplain Housekeeping	Amends floodplain ordinance to change certain staff titles and to further clarify the treatment of utilities, HVAC, and other mechanical systems for single-family homes	approval	approval
<b>ZO-0009-2012</b>	Procedural Descriptions/Submittal Requirements	Minor housekeeping amendments to the administrative procedures, submittal requirements and definitions ordinance sections as a result of more recent ordinance changes	approval	approval
<b>ZO-0008-2012</b>	Private Streets Housekeeping	Minor housekeeping amendments related to other Zoning Ordinance changes adopted since November 2011	approval	approval
<b>ZO-0007-2012</b>	Research and Technology	Amendments to the RT, Research and Technology Zoning District to change section references, formatting of uses, etc. as part of comprehensive zoning ordinance review process	approval	approval
<b>ZO-0009-2011</b>	Residential Districts	Amendments to the Limited Residential District (R-1), General Residential District(R-2) and Multifamily Residential District (R-5)	approval	approval
<b>ZO-0010-2012</b>	Residential and Multiple Use Districts Housekeeping	Minor amendments to the definitions, multiple use and residential districts to correctly reference new proposed Housing Opportunities Policy	approval	approval

SUBDIVISION ORDINANCE AMENDMENTS

Case Number	Name of Project	Case Description	PC	BOS
SO-0001-2011	Subdivision Ordinance	Subdivision Ordinance update initiation	approval	approval

## GOALS, STRATEGIES AND ACTIONS ANNUAL REVIEW

Most sections of the Comprehensive Plan include goals, strategies, and actions (GSAs), which collectively provide a mechanism for turning the written guidance of the Comprehensive Plan into tangible steps that can affect positive change, either through action or by identification of areas where additional resources are needed. The Planning Commission Annual Report provides an update on the progress that has been made in implementing the GSAs.

Specifically, the report lists actions that have been completed and their associated tasks. A number of high priority items from the Community Character (CC), Economic Development (ED), Environmental (ENV), Housing (H), Land Use (LU), Parks and Recreation (PR), Population Needs (PN), Public Facilities (PF), and Transportation (T) sections of the Comprehensive Plan may not have been initiated and/or completed. Tasks may not have been initiated and/or completed during the past calendar year because of financial constraints, Board of Supervisors direction, available staffing, County Administration decisions and other limiting factors that play a crucial role in determining when GSAs get implemented. Other tasks may be high priority items with a 0-5 year timeframe, but have yet to be started even though they are still on schedule to be completed within the timeframe established in the Comprehensive Plan. The Board of Supervisors further prioritizes projects, based on available funding and resources, through the annual



Jim's Well Service off Racefield Drive was approved for a contractor's office by the Planning Commission and Board of Supervisors

budget and Strategic Plan processes. For a list of the complete Implementation Schedule with all GSAs and the associated priority and timeframe, please visit the following link: <http://planning.iccegov.com/default.aspx>

*Note: The list following focuses on completed high priority actions, as referenced in the 2009 Comprehensive Plan Implementation Schedule, and current in-progress tasks related to the Zoning Ordinance Update. The list does not include actions slated for future years.*



<i>Tasks with a 0-5 year timeframe</i>	
<i>Action</i>	<i>Task Completed</i>
<b>ED</b>	<b>ECONOMIC DEVELOPMENT</b>
<b>ED 1.2.3.</b> Developing strategies that strive to retain those companies who successfully graduate from the technology business incubator.	In 2012 a primary task of the Office of Economic Development (OED) was to expand the number of clients in the incubator program. The Economic Development Authority (EDA) supported and participated in the <i>Start! Peninsula</i> program to encourage entrepreneurs to fully develop their ideas for preparation to enter an incubator.
<b>ED 1.3.2.</b> Maximize the land area available to James City County for inclusion in the Enterprise Zone as allowed by the Code of Virginia.	In June 2012 the Board of Supervisors (BOS) approved the expansion of the County's Enterprise Zone in the northern part of the County to include additional existing businesses.
<b>ED 2.4.</b> Promote tourism and associated industries as a year-round industry.	<p>In 2012, OED staff hosted meetings of James City County hotel/motel owners/managers to discuss ways to improve County business share of overnight visits.</p> <p>The County continues its efforts to support and participate on the Marketing Resource Task Force (MRTF) and the Williamsburg Area Destination Marketing Committee (WADMAC) for the 2012 destination marketing campaign. New tourism promotions and/or marketing initiatives include financial and staff support of the return of the Kingsmill LPGA, Christmas in Williamsburg marketing, and continued planning to identify and expand JCC-specific tourism products.</p>
<b>ED 5.6</b> Provide adequate water and sewer services to designated industrial and commercial office areas in a timely manner.	All James City Service Authority (JCSA) services continue to be provided in accordance with applicable permit requirements, standards and regulations. The JCSA coordinates on an as needed basis with the County's Office of Economic Development and Development Management Department on this initiative.

ENV	ENVIRONMENT
<p><b>ENV 1.2.</b> Promote the use of Better Site Design, Low Impact Development (LID), and effective Best Management Practices (BMPs).</p>	<p>On April 10, 2012, the Engineering and Resource Protection Division (ERP) developed a preliminary LID checklist which will be made available to all applicants upon the submittal of plans. Plan reviewers will use the list to better understand how LID was or was not applied to the project.</p>
<p><b>ENV 1.2.1.</b> Making technical assistance more readily available and performing demonstration projects; specifically provide stormwater facility maintenance guidelines and assistance directly to BMP owners through hands-on training sessions and other tools.</p>	<p>On June 13, 2012, the Stormwater Division held a Stormwater Management workshop focusing on lakes, ponds and rain gardens. On October 2, 2012, the Stormwater Division hosted a training session for new and existing Grounds employees on BMP maintenance needs. Stormwater staff continues to meet with Grounds employees on-site for specific maintenance instruction.</p>
<p><b>ENV 1.2.2.</b> Promoting public awareness on the benefits of and necessity for BMPs, erosion and sedimentation control, watershed management, and other land disturbance regulations.</p>	<p>On April 17, 2012, the ERP Division conducted a local erosion and sediment control workshop for contractors and plan preparers. On November 30, 2012, the ERP Division conducted a local storm drain installation workshop for contractors.</p>
<p><b>ENV 1.2.3.</b> Partnering with the Virginia Cooperative Extension Service, the U.S. Department of Agriculture Natural Resources Conservation Service, the Colonial Soil and Water Conservation District, and the Hampton Roads Planning District Commission (HRPDC).</p>	<p>Throughout 2012, the Stormwater Division and the Virginia Cooperative Expansion (VCE) Turf Love program continued to cooperatively implement a National Fish and Wildlife Foundation grant project, Garden Love. Garden Love provides incentives for property owners to install retrofit rain gardens to reduce stormwater runoff. The ERP Division continues interaction with the Colonial Soil and Water Conservation District on agricultural requirements of the County's Chesapeake Bay Preservation ordinance.</p>
<p><b>ENV 1.2.5.</b> Promoting early submission of environmental inventories in order to protect trees, County wetlands, and highly erodible soils; to most efficiently use permeable soils, and to limit impervious cover.</p>	<p>On June 12, 2012, the BOS adopted an Environmental Constraints Analysis Policy for legislative cases. The policy includes requirements for hydrologic studies, physical features (including soil erodibility and prime agricultural soil areas), conceptual stormwater management plan (including LID and bio-retention</p>

	features) and encouragement to minimize disturbance of runoff patterns.
<b>ENV 1.2.9.</b> Developing a site LID checklist and guide for consideration of LID methodologies used in plans of development.	<b>See ENV 1.2.</b> Staff continues to implement local efforts based on the new Virginia stormwater management regulations, which focus on runoff reduction. Staff has been preparing for a minimum “substantive progress” application due to the Department of Conservation and Recreation (DCR) by April 1, 2013.
<b>ENV 1.9.</b> Implement identified management practices developed through the Total Maximum Daily Load (TMDL) program and seek continued funding to ensure the development of TMDL implementation plans for each County TMDL.	<p>The Stormwater Division continues to participate in various TMDL studies affecting the County including the James River Polychlorinated Biphenyls (PCB) TMDL. On January 31, 2012, the County submitted to DCR a comprehensive slate of strategies designed to improve water quality in County waterways and the Chesapeake Bay. These strategies were incorporated into the Virginia's Phase II Chesapeake Bay Watershed Implementation Plan.</p> <p>In February 2012, the Government Complex on Mounts Bay Road was retrofitted with 1000 square feet of rain gardens to improve water quality and implement the Chesapeake Bay TMDL. In December 2012, another 1000 square feet of rain garden was installed at the Government Complex.</p>
<b>ENV 1.10.5.</b> Monitoring non-traditional on-site sewage disposal trends.	On December 11, 2012, the BOS adopted the revised Subdivision Ordinance, which will continue to reinforce this requirement. Staff continues to monitor sewage disposal trends through tracking state legislation and communication with the Health Department
<b>ENV 1.15.</b> Increase education and use of sound policies such as watershed planning, agricultural BMPs, erosion control measures, stream bank buffers, and other nonpoint source controls in order to minimize negative effects of urban development and agricultural practices on water quality.	On November 29, 2012, the ERP Division held a second stakeholder meeting for development of the Ware Creek watershed management plan; draft goals and strategies for Ware Creek watershed plan were developed. Staff began work on a watershed management plan for York River watershed. Increased interaction continues with Colonial Soil & Water Conservation

	District on agricultural related Bay Act program issues.
<b>ENV 2.4.</b> Expand the citizen monitoring program to include bacterial monitoring in TMDL watersheds and other watersheds with potential sources of impairment.	As of May 2012, there were 29 citizen volunteers monitoring 20 sites for benthic macro-invertebrates and 3 sites for bacteria. Stormwater Division staff monitors another 9 sites for bacteria.
<b>ENV 3.2.</b> Develop specific recommendations for voluntary and regulatory means to protect resources identified in studies, such as the Regional Natural Areas Inventory, and watershed management plans for County watersheds.	On November 27, 2012, the BOS adopted amendments to the Cluster Overlay Ordinance, which included density bonuses for protecting certain environmental features, using LID, and preserving trees.
<b>ENV 3.4.</b> Explore provisions for requiring and considering environmental site assessments based on the anticipated use of the property proposed for subdivision or development, as provided for in Section 15.2-2286 of the Code of Virginia.	On December 11, 2012, the Board of Supervisors adopted the revised Subdivision Ordinance, which contains a submittal requirement for environmental site assessments under certain circumstances.
<b>ENV 4.3.</b> Provide incentives and regulatory measures to improve air quality by promoting reduction of auto dependency and trip distances, the construction of energy efficient homes and businesses, and use of alternative modes of transportation.	On November 13, 2012, the BOS endorsed a request for matching funds to construct bike/pedestrian access to the Capital Trail from the VDOT Revenue Sharing Program. Pedestrian and bike accommodations are also being planned for study in the Longhill Road and Mooretown Road Corridor Studies. On November 27, 2012, the BOS adopted the Cluster Overlay Ordinance, which includes density bonuses for constructing Leadership in Energy and Environmental Design (LEED), and Earth Craft certified buildings.
<b>ENV 4.5.</b> Investigate amending County ordinances to allow or encourage appropriate energy production and conservation technologies in residential areas (i.e., rain barrels, residential-sized wind turbines, solar panels, etc.).	On September 11, 2012, the BOS endorsed the Green Building Incentives Policy. On November 27, 2012, the BOS adopted the revised Cluster Overlay Ordinance with density bonuses for green building.
<b>H HOUSING</b>	
<b>H 1.1.</b> Expect energy conservation measures and green building techniques in rehabilitation projects and new residential	<b>See ENV 4.5.</b> The BOS adopted amendments to zoning districts such as R-1, R-2, R-3, Mixed Use and Cluster Overlay, which

developments by encouraging participation from builders in green certification programs such as Earth Craft, LEED-ND (Leadership in Energy and Environmental Design for Neighborhood Development), LEED for Homes, or the National Association of Home Builders' National Green Building Program.	promoted LEED and Earth Craft certification in exchange for density bonuses.
<b>H 1.6.</b> Promote infill residential development by creating provisions in the Zoning Ordinance that allow for appropriate alternative lot sizes, setbacks, and densities.	On September 11, 2012, the BOS adopted a new residential zoning district--Residential Redevelopment, R-3. The purpose of the residential redevelopment district is to encourage the replacement or reuse of existing buildings or previously developed sites to accommodate new residential development.
<b>H 2.1.</b> Support the efforts of private and non-profit entities to improve the condition of the County's housing stock.	The Office of Housing and Community Development (OHCD) staff serves on the homeowner selection committee for Habitat for Humanity, the Core Group advisory committee for Housing Partnerships, and the Greater Virginia Peninsula Continuum of Care. OHCD works with private developers to refer qualified buyers to their affordable for-sale homes. Coordination with non-profit housing builders yielded five new single family structures, affordable to low or moderate income households.
<b>H 2.4.</b> Continue to support, through marketing, partnering, or other means, programs that provide emergency home repair; preventive maintenance; and counseling in home finance, rental assistance, budgeting, maintenance, and sanitary health conditions.	On April 2012 the OHCD obtained a total of \$9,950 from the Virginia Housing Development Authority (VHDA) Housing Counseling funds to provide education and counseling in home finance, budgeting and pre-purchase counseling. With these funds OHCD offered in 2012 three VHDA Homebuyer Education classes, which were attended by 24 citizens. In September 2012 the OHCD secured a \$10,000 VHDA Reach Grant to fund homebuyer counseling. The OHCD has developed a marketing partnership with local realtors throughout 2012. Private builders will now provide two percent to realtors for marketing homes sold through OHCD programs.

<b>H 2.5.</b> Continue to support, through marketing, partnering, or other means, private nonprofit groups such as Housing Partnerships, Inc., Habitat for Humanity, and the Community Action Agency, and the need for donations of money, supplies, and labor to keep these groups functioning to meet their missions.	In July 2012 the County sold six lots on Ironbound Subdivision to Habitat for Humanity. Habitat completed construction of four dwelling units for low and moderate income households in July and August 2012.
<b>H 3.1.</b> Review all existing residential districts in the Zoning Ordinance (R-1, Limited Residential; R-2, General Residential; R-4, Residential Planned Community; R-5, Multi-family Residential; R-6, Low Density Residential; R-8, Rural Residential; PUD-R, Planned Unit Development-Residential; MU, Mixed Use; and Cluster Overlay) to consider additional bonuses and incentives for the provision of affordable and workforce housing, as appropriate.	On September 11, 2012, the BOS adopted amendments to the residential and multiple use districts which allow for higher density with the provision of affordable and workforce housing.
<b>H 3.11.</b> Consider ordinance amendments that provide both mandatory and voluntary provisions for affordable and workforce units, such as an affordable housing overlay district and/or inclusionary zoning.	<b>See H 3.1.</b>
<b>H 3.15.</b> Promote the full integration of affordable and workforce housing units with market rate units within residential developments and throughout the Primary Service Area.	The Housing Opportunity Policy adopted by the BOS on September 11, 2012, included language stating that affordable and workforce housing units are expected to be fully integrated with market-rate units with respect to location, architectural detailing, quality of exterior materials, and general appearance.
<b>H 5.1.</b> Participate in Greater Williamsburg Area and Hampton Roads public/private partnerships to identify and address regional housing issues.	In August 2012 the OHCD, together with the City of Hampton, obtained a regional Homeless Prevention Program Grant for \$200,000 to address the housing needs of the homeless in 2012 and 2013.



LU	LAND USE
<p><b>LU 1.1.</b> Craft regulations and policies such that development is compatible in scale, size, and location to surrounding existing and planned development. Protect uses of different intensities through buffers, access control, and other methods.</p>	<p>In 2012, Planning staff processed ordinance amendments, specifically for the residential and multiple use districts that address compatibility of uses with respect to size, scale, and location of uses.</p>
<p><b>LU 1.2.1.</b> Amending the Zoning Ordinance such that allowed densities within residential zoning districts are consistent with densities recommended by the Comprehensive Plan.</p>	<p>In July 2012, the BOS adopted amendments to the residential and multiple use districts in accordance with the Comprehensive Plan.</p>
<p><b>LU 1.2.2.</b> Amending the Zoning Ordinance such that allowed intensities within commercial zoning districts are consistent with intensities recommended by the Comprehensive Plan.</p>	<p>In January 2012, the BOS adopted amendments to the commercial and industrial zoning districts making them more flexible and predictable as referenced in the Comprehensive Plan. With this effort, the list of by-right and specially permitted uses was updated and no limitations or floor-area ratio were added.</p>
<p><b>LU 1.2.3.</b> Amending the Zoning Ordinance to clarify that density for a Continuing Care Retirement Community should be calculated based on the independent living units, with the assisted living rooms and/or skilled nursing beds excluded from this calculation.</p>	<p>In September 2012, the BOS adopted new language in the definition section of the Zoning Ordinance that more specifically define Continuing Care Retirement Communities. In addition, the density calculation was revised in various districts to provide guidance on these facilities.</p>
<p><b>LU 1.3.</b> Use policy and ordinance tools to ensure the provision of open space. In particular, maintain or increase incentives for cluster development in exchange for additional open space that provides significant benefits to the community.</p>	<p>In July 2012, the BOS adopted amendments to the overlay cluster, residential and multiple use districts that encourage the provision of more meaningful open space in accordance with the Comprehensive Plan.</p>
<p><b>LU 3.1.1.</b> Supporting efforts to bolster the urban cores.</p>	<p>In January 2012, the BOS adopted ordinance amendments to the commercial/industrial districts, which help promote flexibility in redevelopment projects. Throughout 2012 Planning staff also participated in a joint regional comprehensive planning with adjacent jurisdictions to evaluate areas of joint significance.</p>

<b>LU 3.1.2.</b> Engaging in joint planning efforts and allocate resources toward implementation.	During 2012, Planning staff participated in joint Comprehensive Plan meetings with York County and the City of Williamsburg. These meetings included a number of citizen participation meetings. Areas of joint significance were evaluated and discussed at these meetings.
<b>LU 3.1.3.</b> Encouraging redevelopment, compact communities, and mass transit.	On September 11, 2012, the BOS adopted a new residential redevelopment district, R-3.
<b>LU 3.2.</b> Communicate with adjacent jurisdictions regarding development plans that have potential impacts on adjacent localities and public facilities. Work with them to coordinate plans and to identify and mitigate areas where there are conflicts.	During 2012 Planning staff has worked with adjacent jurisdictions on specific study areas related to the joint comprehensive planning meetings. Development plans in the vicinity of adjacent jurisdictions have also been forwarded for courtesy review, and Planning staff has reviewed plans in adjacent jurisdictions.
<b>LU 3.3.</b> Participate in regional planning process with York County and the City of Williamsburg.	<b>See LU 3.1.2.</b>
<b>LU 4.3.4.</b> Revising the Zoning Ordinance to provide more linkages to the PSA policies in specific zoning districts.	During the Zoning Ordinance update process, Planning staff included references to the PSA where applicable.
<b>LU 4.4.</b> Restrict the extension of water and sewer utilities and the formation of new central sewer systems in areas outside the PSA. Extend water and sewer service in the PSA according to a phased plan in accordance with the County's Comprehensive Plan and JCSA master water/sewer planning.	In October 2012, the BOS approved an SUP permit application to extend sanitary sewer service for health reasons to the Greensprings Mobile Home Park on Centerville Road immediately outside the PSA with restrictions on additional connections. Extension of water and sewer utilities continues to conform to all applicable land use requirements and relevant planning documents such as the County's Comprehensive Plan and JCSA regulations and standards.
<b>LU 4.5.2.</b> Revisions to the Zoning Ordinance and/or Subdivision Ordinance or development of guidelines to provide additional flexibility, clear standards, or incentives such as expedited review plan review.	In 2012 the BOS adopted a series of amendments to the Zoning and Subdivision Ordinances, which included revisions that made these ordinances more predictable and easily understood.

<b>LU 4.6.</b> Encourage developments, which provide mixed-use development, as further defined in the Mixed Use land use designation and development standards, within the PSA. Support design flexibility to promote mixing of various types of residential and non-residential uses and structures.	On July 10 2012, the BOS adopted all of the proposed changes to the multiple use districts.
<b>LU 4.7.1.</b> Encouraging multiple uses within office parks in the PSA to assure employees convenient access to shopping, services, and open space.	Planning staff constantly evaluates the multiple use and commercial and industrial districts to ensure that appropriate uses are included that would promote compact development in appropriate areas in the County.
<b>LU 5.1.1.</b> Reporting on feasibility of development of a model or models to assess and track the cumulative impacts of development proposals and development on existing and planned public facilities and services.	Planning staff completed data entry for all the residential lots and produced the first summary report for the 2011 Annual Report. Staff is still working out the details of making sure the database can be updated and filling in data for newly created parcels before proceeding any further.
<b>LU 5.1.3.</b> Permitting higher densities and more intensive development in accordance with the Land Use Map where such facilities and services are adequately provided.	On October 9, 2012, the BOS approved the New Town Section 12 rezoning application at a density of 7.2 dwelling units per acre. The parcel is designated Mixed Use on the Comprehensive Plan.
<b>LU 5.2.1.</b> Require sufficient documentation to determine the impacts of a proposed development, including but not limited to studies of traffic impact, capacity of public schools, historic and archaeological resources, water quality and quantity, other environmental considerations, and fiscal impact. Develop clear guidelines for the content and methodology to be used to develop the traffic impact (to include upcoming developments on adjacent corridors), fiscal impact (to focus on “as developed” revenues versus costs), and environmental inventory documents.	On June 12, 2012, the BOS adopted a number of amendments to the Zoning Ordinance: a new submittal requirements section and associated new Traffic Impact Analysis guidelines, an Environmental Constraints Analysis guidelines, and a Fiscal Impact Analysis worksheet. The Fiscal Impact Analysis worksheet was used for the first time in connection with the New Town Section 12 rezoning application.
<b>LU 6.1.1.</b> Support both the use value assessment and Agricultural and Forestal (AFD) programs to the maximum degree allowed by the Code of Virginia.	During the 2012 legislative session, staff successfully pursued changes to the Code of Virginia to allow James City County to have AFDs of local significance. There are several next steps that need to be completed by staff and the BOS to fully put this process in place.

<p><b>LU 6.1.2.</b> Seek funding for existing programs, investigate new programs, and support private or non-profit (such as land trust) actions that promote continued agricultural or forestal use of property.</p>	<p>In December 2012, staff participated in a webinar and read material to gain information about the Agricultural and Forestry Industries Development (AFID) Fund grants and prepared for possible submission of an application.</p>
<p><b>LU 6.2.</b> Residential development that occurs outside the PSA should be in a pattern that preserves farm and forestal lands. Amend the subdivision ordinance, zoning ordinance, utility regulations, and related policies to promote such an overall pattern. Consider providing more than one option, such as the following, so long as an overall very low-density pattern can be achieved. Ultimately, it is likely that a combination of both incentives and regulatory tools will need to be developed to form a package that balances providing options to property owners with the overall preservation of rural economy and rural character policy goals. (P.R.C.)</p>	<p>On June 26, 2012, the BOS held a work session to discuss next steps for Rural Lands. The BOS expressed interest in holding a public forum and several other items. Planning staff anticipates bringing a methodology forward to the BOS in 2013.</p>
<p><b>LU 6.2.4.</b> Revise the Zoning Ordinance and Subdivision Ordinance to place appropriate restrictions, such as a minimum number of years of property ownership, on family subdivisions. Such restrictions would be intended to further the strategy of preserving agricultural and forestal uses in the Rural Lands, and are already enabled by the Code of Virginia. (Misc.)</p>	<p>On December 11, 2012, the BOS adopted the amended Subdivision Ordinance, addressing ownership time and applicable zoning districts.</p>
<p><b>PR PARKS &amp; RECREATION</b></p>	
<p><b>PR 3.3.</b> Coordinate Purchase of Development Rights, greenway, greenspace, community character, and environmental protection programs to maximize utility of shared resources, funding, and criteria necessary for site selection and land protection.</p>	<p>In August 2012, the County Administration conducted a BOS work session to look at options for using the existing Capital Improvement Program (CIP) funds available and for determining how to staff the Purchase of Development Rights (PDR) and greenspace programs. This conversation has continued throughout the last six months of 2012.</p>

<b>PR 3.5.</b> Emphasize the maintenance of existing facilities as a way to make efficient use of limited financial and physical resources.	In the spring of 2012 the women's sauna at the James City County Recreation Center (JCCRC) was replaced due to a fire. In the fall of 2012 floor resurfacing work was completed at the gym and racquetball courts at the JCCRC.
<b>PR 4.2.</b> Develop recreational components of the Jamestown Beach Campground, Jamestown Yacht Basin, and Chickahominy Riverfront Park in accordance with approved master plans.	In March 2012 a total of \$152,000 Land and Water Conservation Program grant to support the development of Phase II of the Jamestown Beach park was received by the Parks and Recreation Division. As part of the proposed improvements for Phase II, shoreline stabilization is currently underway and a site plan for parking, restrooms and American with Disabilities Act (ADA) trail is being finalized.
<b>PR 5.5.</b> Amend Zoning Ordinance regulations to facilitate development of recreational facilities, including but not limited to neighborhood parks, playgrounds, sport courts, fields, and trails within by-right residential developments in accordance with design standards as enabled by the Code of Virginia.	On September 11, 2012, the Board of Supervisors adopted amendments to the residential zoning districts. Developments greater than 50 lots in R-1, R-2 or R-3 are required to provide neighborhood parks and playgrounds within the development that meet the Parks and Recreation Master Plan standards. R-3 also includes density bonuses for developments under 50 lots which provide park and recreation facilities.
<b>PR 6.1.</b> Include input from the diverse population noted in PR 6 in all master plans for new parks.	In January 2012 the Parks and Recreation Division conducted public hearing at the BOS meeting prior to approval of the <i>Go Ape</i> lease in Freedom Park. Public comments were solicited for Phase II of the Jamestown Beach park improvements.
<b>PR 6.2.</b> Re-evaluate the types of programs offered based on changing County demographics and citizen needs.	In June 2012, 14 new summer camps were offered with six focused on teenagers. Additional programs in diverse subjects were offered to families through nine new program partnerships. Evaluation analysis resulted in 53 new programs out of 1137 offered in the first half of this fiscal year.

<p><b>PR 6.5.</b> Incorporate leadership and volunteerism in teen programs in an effort to increase skill building and employability within the County.</p>	<p>In May 2012, 32 teenagers were successfully placed in volunteer positions within summer camps. The Youth Advisory Council participated in an overnight leadership program at Wakefield 4H Center focusing on problem solving and team building skills. Forty-three teenagers from the Teens Toward Success Program and Youth Advisory Council volunteered 18,708 hours. Five Teens Toward Success participants were employed in the summer camp programs.</p>
<p><b>PR 6.6.</b> Include programs and services that build resiliency in at-risk youth and their families.</p>	<p>In the spring of 2012 a community garden was completed at James River Community Center (JRCC) in partnership with the Department of Health. JRCC used a distribution site for family needs. Staff coordinated with families, police, schools, Youth Career Café and Youth Aeronautics Education Foundation to provide prevention programming to over 300 youth. Over 200 youth are served weekly through before and afterschool programs.</p>
<p><b>PR 7.3.</b> Re-evaluate and continue to provide financial assistance to families and individuals who are most in need for essential programs (such as the before and after school program) and continue to offer free access times at County recreation centers.</p>	<p>In March 2012 the Parks and Recreation Division updated its Financial Assistance Policy as part of the budget process to broaden categories to increase the number of qualified families eligible for assistance.</p>
<p><b>PR 7.4.</b> Conduct a comparative market analysis to review fees bi-annually, to ensure that programs are offered at fair market value.</p>	<p>Effectively July 1, 2012, fees for non-residents were lowered at the JCCRC to align with market prices; a new visitor card was created for 12-month pass holders as an additional benefit. A new non-profit fee schedule for rentals was adopted on January 2012 as part of the budget process.</p>
<p><b>PR 7.5.</b> Identify potential partnerships with neighborhoods to develop neighborhood programming.</p>	<p>The Civic Engagement Coordinator continues to visit neighborhoods and groups to promote County civic engagement activities and solicit citizen feedback. The JRCC Facility Coordinator has developed a partnership with Grove Christian Outreach Center for Cooperative programs, collaborated with Colonial Behavioral Health to teach swimming and water safety to children in low-</p>



	income neighborhoods, and supported the Chickahominy neighborhood in its annual community day.
<b>PR 8.1.</b> Enhance the partnerships with Williamsburg-James City County Schools to offer joint programming for health and wellness.	In the spring of 2012 collaboration with the WJCC School Health Initiative Program (SHIP) was reinstated to expand health and wellness programs. Three aerobic classes were added to the school sites.
<b>PR 9.2.</b> Provide information at community events regarding Parks and Recreation Division programs and services.	In February 2012 the Destination Recreation Event highlighted programs, facilities, parks and partners. Over 570 people attended the event--a 42% increase over previous attendance. Staff attended several community fairs--Head Start, Fords Colony, Eco Discover Park and York River State Park--and represented Parks and Recreation at 29 different events in the first half of the fiscal year.
<b>PR 11.2.</b> Develop sustainable strategies similar to LEED (Leadership in Energy and Environmental Design) for the design and location of parks and incorporating the strategies into park development guidelines, where feasible.	Sustainable strategies were utilized in the design of Mid County Park Office replacement and site plan renovations.
<b>PF PUBLIC FACILITIES</b>	
<b>PF 4.2.</b> Strive toward constructing new County buildings and facilities to meet or exceed Silver LEED (Leadership in Energy and Environmental Design) (or industry similar or successor) standard wherever applicable. The Silver LEED (or industry similar or successor) standard should also be sought for renovation projects whenever feasible. Adopt a specific County policy governing the application of sustainable building standards to County built and occupied facilities and buildings.	In June 2012, renovations to Building D at the Government Complex on Mounts Bay Road were completed; LEED Silver certification is anticipated.

<b>PF 5.2.</b> During renovation or new construction, structurally improve the ability of appropriate public facilities and buildings to better withstand physical perils (such as high wind, explosion, flooding, etc.) to enable them to serve as shelters or otherwise continue operating in times of crisis, emergency, or severe weather.	In 2012, the Emergency Operation Center (EOC) generator was upgraded and replaced. The James City County River E.S. site is currently being evaluated for the installation of an emergency generator for sheltering.
<b>PF 6.2.</b> Form a citizen-based broadband advisory committee to assist and advise the County on development and implementation of a community broadband plan.	Staff is working with the Information Resources Management (IRM) to develop committee goals and objectives prior to recruiting.
<b>PN POPULATION NEEDS</b>	
<b>PN 4.3.</b> Work with the Senior Services Coalition to develop a strategic plan for seniors.	<p>The County collaborates with the Senior Service Coalition offering staff to serve on committees that are responsible for the planning and execution of activities. Current Coalition activities include the following:</p> <ul style="list-style-type: none"> <li>• Neighbor to Neighbor Program Assistance;</li> <li>• Annual Senior Employment Fair;</li> <li>• Experienced Workers in Transition Job Club;</li> <li>• Family Caregiver Skills Training Program;</li> <li>• Financial Literacy Workshops; and</li> <li>• Peninsula Aging and Disabilities Resource Network (PADRN.org) - online directory of vetted services providers.</li> </ul>
<b>Tasks with a 6-10 year timeframe</b>	
<b>Action</b>	<b>Task Completed</b>
<b>ED ECONOMIC DEVELOPMENT</b>	
<b>ED 3.5.</b> Promote job opportunities for retirees still wanting or needing to work.	Staff continues to work with Senior Services Coalition and its partnership with AARP VA, Virginia Employment Commission (VEC) and the United Way of Greater Williamsburg to sponsor an annual Senior Employment event that attracts hundreds of seniors looking for employment and local employers eager to hire older workers.

<b>ED 5.1.</b> Encourage the rehabilitation of abandoned and/or underutilized facilities by promoting them to new business.	The OED staff is creating an expanded database of available properties, with a concentrated effort on adding those properties that are underutilized.
<b>ED 5.2.</b> Encourage new development and redevelopment of non-residential uses to occur mainly in areas where public utilities are either available or accessible within the Primary Service Area (PSA) and infrastructure is supportive.	The OED staff continues to actively market those sites that are inside the PSA and/or located in existing industrial parks.
<b>ED 5.3.</b> Facilitate the development of sub-area master plans for strategic areas such as the Croaker Interchange and the Lightfoot Corridor.	On July 24, 2012 funds for the Longhill Road Corridor Study were approved by the BOS. On October 23, 2012, the BOS approved the Mooretown Road Extended Area Corridor Study, which will connect Lightfoot Road with Croaker Road. These will assist in the formation of any future sub-area master plans.
<b>ED 5.4.</b> Provide incentives for LEED (Leadership in Energy and Environmental Design) or other similar certification for the construction and/or retrofitting of non-residential buildings.	On September 11, 2012 the BOS adopted the Endorsement of Green Building Incentives Policy, a resolution that supports such efforts. The OED and Planning staff, along with the EDA, collaborated heavily on this effort.
<b>ED 5.5.</b> Promote resource conservation techniques among new and existing business.	Local and regional outreach and education efforts continue with JCSA's own Let's Be Water Smart water conservation education program and HRPDC's Hampton Roads Water Efficiency Team (HR WET) regional water conservation program.
<b>ED 5.5.1.</b> Emphasize the attraction, retention, and expansion of businesses that are less water dependent.	The OED and JCSA have collaborated on several prospects in the early stages.
<b>ED 7.1</b> Participate in the development of master plans for the County's I-64 interchanges, specifically the Croaker Road and Barhamsville Road interchange areas, to preserve capacity for economic development for these areas.	Although there are no specific updates to this action for 2012, the Mooretown Road Extended Corridor Study should help to identify opportunities for utilizing the I-64 Croaker Road interchange for economic development with respect to the Economic Opportunity Comprehensive Plan designation.

<p><b>ED 7.5.</b> Improve the utilization of rail/interstate highway nodes and deep water ports to facilitate commercial freight access to and from local industries.</p>	<p>In 2012, the OED staff hosted a meeting of existing businesses that may be interested in beginning or expanding their export component. The Port of Virginia and the International Division of Virginia Economic Development Partnership (VEDP) presented resources to assist companies. Positive feedback was received on this.</p>
ENV	ENVIRONMENT
<p><b>ENV 1.7.</b> Identify the specific existing and potential uses of County streams and rivers and identify standards necessary to support these uses. Protect the quality and quantity of these surface waters so they will continue to support these uses. Consideration shall be given to protect existing and potential water resource uses when reviewing land development applications.</p>	<p>See <b>ENV 1.2.</b></p>
<p><b>ENV 1.19.</b> Utilizing approved watershed management plans, developed hydraulic studies, and assessments of riverine and coastal flooding as well as predicted sea level rise, begin to develop a County-wide stormwater master plan to establish measurable goals and comprehensively address both the water quality and flooding issues resulting from stormwater.</p>	<p>In 2012, the ERP Division reviewed two documents pertaining to region climate change and sea level rise including the Hampton Roads Planning District Commission (HRPDC). These included the Phase III Climate Change in Hampton Roads Sea Level Rise report (July 2012) and the Virginia Institute of Marine Science (VIMS) Press Release dated October 15, 2012.</p>
<p><b>ENV 1.21.</b> Expand James City County's partnership with the Virginia Institute of Marine Science (VIMS) to more fully identify specific issues with respect to riverine flooding, storm surge, sea level rise, and other conditions affecting coastal flooding in James City County.</p>	<p>See <b>ENV 1.19.</b></p>

<p><b>ENV 2.7.</b> Coordinate cross-training and joint activities that allow land use planners; stormwater managers; and transportation, utility, and capital project planners to explore how various land use/stormwater processes can be better integrated.</p>	<p>In December 2012, the chief engineer of the ERP Division obtained certification as a Certified Floodplain Manager (CFM), and staff from Zoning and Building Safety &amp; Permits attended NFIP training. This will improve coordination with County Planning/Zoning and Building Safety &amp; Permits on NFIP floodplain program.</p>
<p><b>ENV 2.8.</b> Promote the development of educational and passive recreational facilities which provide increased, non-disruptive access to special environmental and historical areas for citizens and visitors.</p>	<p>In April 2012, the Eco Discovery Park opened. The park is a public-private partnership with James City County on County-owned property on the James River that offers kayak and bike rentals. The site is anticipated to include educational exhibits in the coming months. In May 2012, the Parks and Recreation Division opened the Powhatan Creek Trail, which connects Clara Byrd Baker Elementary School with Mainland Farm and the Greensprings Interpretive Trail. The trail goes through wooded and wetland areas.</p> <p>In November 2012, the Planning Division began reviewing a plan for the Jamestown Beach Campground property to provide handicap accessible access to the park.</p>
<p><b>PR PARKS &amp; RECREATION</b></p>	
<p><b>PR 2.3.1.</b> Aligning the Greenway Master Plan with existing and planned sidewalks and bikeways, and integrating this plan with greenway plans of adjacent localities and interested organizations.</p>	<p>The Planning Division continues to participate in the coordinated Comprehensive Plan review process and the update to the Regional Bicycle Facilities Map with the City of Williamsburg and York County.</p>
<p><b>PR 10.1.</b> Enhance existing facilities and marketing efforts to fully promote an ecotourism program that promotes passive recreational opportunities within natural open spaces and identify and designate lands in support of this purpose.</p>	<p>In the spring of 2012, the Parks and Recreation staff assisted in marketing the Eco-Tourism Park at Jamestown Marina, participated in work sessions and master planning of the Captain John Smith Water Trail, and worked with the Virginia Master Naturalists to install over 30 bird houses and feeding stations at Freedom Park. In November 2012 a new marketing brochure for Chickahominy Riverfront Park was released.</p>

PN POPULATION NEEDS	
PN 1.5. Promote a variety of transportation options to address the needs of individuals with special health issues and a range of physical abilities.	The County Department of Community Services serves on a Transportation Taskforce convened by the Historic Triangle Senior Center. This taskforce consists of community transportation providers or serve customers who require transportation services. These include: FISH, WATA, WFIA, PAA, RIDES, Comfort Keepers, York County, CEAGH, SSC, ARC, Lackey Free Clinic, and CBH. These groups meet to identify gaps in service and opportunities for consolidating resources.
PN 2.8. Continue partnering with the Historic Triangle Senior Center on expanding its programs throughout the County.	Between the months of July and November 2012, the Historic Triangle Senior Center provided weekly outreach activities to approximately 37 seniors at Parker View Apartments, James River Community Center, and Burnt Ordinary Village.
<i>Tasks with a 10 + year timeframe</i>	
ED ECONOMIC DEVELOPMENT	
ED 5.5.3. Explore the feasibility of preserving corridors for the transmission of reclaimed water from the Hampton Roads Sanitation District (HRSD) Treatment Plant and planning locations of future wastewater treatment plants to allow for the distribution of reclaimed water.	During 2012, JCSA continued its efforts to explore the feasibility of this initiative through participation in local and regional planning efforts.



<p><b>ED 5.7.</b> Promote desirable economic growth through the provision of water and sewer infrastructure consistent with the Comprehensive Plan policies and the regulations governing utility service in partnership with the James City Service Authority (JCSA), Newport News Water Works, and HRSD.</p>	<p>In October 2012, the JCSA Board of Directors (BOD) awarded a contract for replacement of the Jamestown Road, Indigo Dam and Lake Drive water mains. All water production facilities and sanitary sewer lift stations operated efficiently and effectively and in compliance with relevant regulations and policies. Efforts continued to provide an effective maintenance, operations and management program for the water production, water distribution and sanitary sewer collection systems. Development of an asset management system continues.</p>
<p><b>PARKS &amp; RECREATION</b></p>	
<p><b>PR. 2.3.3.</b> Developing the regional or Peninsula Greenway spine of the Greenway Program within the existing utility easement shared by Dominion Virginia Power, Colonial Gas, and Newport News Waterworks.</p>	<p>In November 2012, the BOS directed the developer to build their portion of the Olde Towne Timeshare Trail.</p>
<p><i>Ongoing (While generally speaking tasks with an Ongoing timeframe represent items that will not have measurable yearly progress, the following items had substantial progress achieved in the last calendar year.)</i></p>	
<p><b>Action</b></p>	<p><b>Task Completed</b></p>
<p><b>ED ECONOMIC DEVELOPMENT</b></p>	
<p><b>ED 1.1.</b> Maintain an active and effective economic development strategy, which includes existing business retention and expansion, the formation of and assistance to new business, and new core business recruitment.</p>	<p>During 2012, the OED has been actively involved with the New Town Business Association, and has met with Toano area businesses to begin a structured effort to strengthen communication and contact with our expanded base. Expanded focus for OED (retail, tourism, new position for existing business) is on going.</p>

<p><b>ED 1.2.1.</b> Creating new and supporting programs to assist small businesses with initial business plans and construction issues.</p>	<p>During 2012, the OED has organized business seminars on entrepreneurship; developing local, state, and federal contract opportunities; financing available through the VA Small Business Finance Authority; exporting; and programs available for users of the Port of Virginia. OED also hosted a roundtable discussion in 2012 with the local Small Business Development Center (SBDC), Service Corps of Retired Executives (SCORE), Procurement Technical Assistance Center (PTAC), and the Department of Business Assistance (DBA) representatives to discuss ways to assist existing and small businesses.</p>
<p><b>ED 1.2.2.</b> Reviewing the Zoning Ordinance to ensure it allows appropriate home occupations and other small businesses consistent with neighborhood and community character.</p>	<p>In July 2012, the BOS adopted amendments to the residential and multiple use districts, which included the expansion of many of the commercial uses in terms of scope, in order to allow more flexibility for by-right development.</p>
<p><b>ED 1.3.</b> Continue to emphasize the benefits of locating new business and industry within the County's Enterprise Zone.</p>	<p>The OED hosts an annual workshop to walk qualified businesses through the paperwork required to receive benefits of the program. OED staff also markets the benefits of the program to businesses to ensure those making significant investments are aware of the potential incentives. Participation in the program has increased significantly.</p>
<p><b>ED 2.1.</b> Support the development of diverse types of retail and non-retail core business.</p>	<p>On January 10, 2012, the BOS adopted a resolution creating a Tourism Zone in the County, providing incentives to tourism related businesses that make significant investments. Throughout 2012, OED staff has also been actively involved with the New Town Business Association, assisting them with their organization and event planning to create successful ventures. OED staff has also conducted visits with retail establishments for the first time in the office's history, and is planning a Small Business Roundtable to obtain meaningful feedback from this expanded core base.</p>

<b>ED 4.1.</b> Work with the College of William and Mary Office of Economic Development in support of business attraction and expansion.	In 2012, the Economic Development offices of James City, York County, and the City of Williamsburg partnered with the College of William and Mary (for the second year) to co-sponsor an event targeting the college alumni and marketing the Historic Triangle as a great place to expand their businesses.
<b>ED 4.3.</b> Partner with the College of William and Mary Technology and Research Institute to attract and expand technology companies in designated research and technology zones, particularly in the areas of sensor, robotics, modeling and simulation, and bioscience.	In 2012, the EDA partnered with the College of William and Mary to create a Business Accelerator program to assist existing businesses with "getting to the next level." This could include increasing market shares in existing markets, expanding the market, evaluating and adjusting their product line, or improving efficiencies, as examples. This program is in its pilot stage.
<b>ED 6.3.</b> Support ecotourism initiatives, identifying and designating lands in support of this purpose.	In 2012, the EDA hosted a Rural Caucus with stakeholders in ecotourism and rural economic development to identify opportunities and partnerships.
<b>ED 6.4.</b> Support development of sporting events and other special events in James City County.	During 2012, the OED staff was actively involved in bringing the Annual Rally of the Harley Davidson Owners Group to the County.
<b>ED 7.4.</b> Collaborate with other jurisdictions, groups and businesses to promote alternate transportation to economic and business centers.	The EDA continues to support Virginians for High Speed Rail and their efforts to increase rail opportunity and service. Throughout 2012, Planning staff coordinated with VDOT on preliminary engineering for the widening of Croaker Road and Longhill Road and the relocation of Route 60 to include alternate transportation facilities.

<p><b>ED 7.7.</b> Work with regional airport facilities to promote additional direct commercial flights to serve the destinations preferred by James City County businesses.</p>	<p>In spring 2012, Allegiant Airlines began service from Williamsburg/Newport News to Orlando, offering direct flights. People's Express announced the creation of their headquarters at Williamsburg/Newport News.</p>
<p><b>ENV ENVIRONMENT</b></p>	
<p><b>ENV 1.1.</b> Promote development and land use decisions that protect and improve the function of wetlands and the quality of water bodies.</p>	<p>In January to April 2012, the Planning Division participated in preparation of the Ware Creek Watershed Plan. On November 27, 2012, the BOS adopted the Cluster Overlay Ordinance, which includes density bonuses for stream restoration projects, stormwater management plans that use better site design techniques and providing 100-foot buffers around non-RPA wetlands. Planning staff regularly includes special use permit conditions and proffers that pertain to water quality and special stormwater criteria, particularly when proposals are located within areas with an approved watershed management plan. This includes conditions for developing nutrient management plans to limit chemical runoff.</p>
<p><b>ENV 1.2.8.</b> Continuing to promote the protection of trees.</p>	<p>On November 27, 2012, the Board of Supervisors adopted the Cluster Overlay Ordinance which includes a density bonus for preserving a single area of healthy, mature, mixed hardwood forest land at least 2 acres in size, within the developable portion of the site.</p>
<p><b>ENV 1.3.</b> Through the Chesapeake Bay Preservation Ordinance, enforce Resource Protection Areas (RPAs) protecting all tidal wetlands, tidal shores, nontidal wetlands connected by surface flow and contiguous to tidal wetlands or water bodies with perennial flow, perennial streams, and a 100-foot-wide buffer adjacent to and landward of other RPA components.</p>	<p>The Erosion and Sediment Control program is consistently review by the Virginia Department of Conservation and Recreation. In April 4, 2012 the program was found to be compliant (scored 395 out of a possible 400 points).</p>

<p><b>ENV 1.5.</b> Utilize properly designed methods of vegetative (living shoreline) or structural stabilization, bank re-grading, beach nourishment, and/or relocation of activities to less sensitive areas.</p>	<p>In 2012, the Phase 2 Jamestown Beach Campground breakwater and living shoreline project was completed by County. A few private property living shoreline applications were processed through County tidal wetlands program.</p>
<p><b>ENV 1.6.</b> Ensure that water dependent activities such as marinas and docks are located and conducted in an environmentally sensitive manner and include adequate marine sanitation facilities.</p>	<p>In December 2012 the Stormwater Division and Eco Discovery Park began development of standard pollution prevention operating procedures for the Jamestown Marina.</p>
<p><b>ENV 1.8.</b> Continue to work with the Virginia Department of Environmental Quality (DEQ), Department of Conservation and Recreation (DCR), and Virginia Department of Health (VDH) to identify existing or potential sources of surface and ground water pollution and take action to prevent or control the effect of the sources. Continue to enforce all existing regulations to protect all water resources and adopt additional protective measures as necessary.</p>	<p>On September 29, 2012, the FY12 (July 1, 2011 through June 30, 2012) Annual Report for Year 4 of the Virginia Stormwater Management Program (VSMP) General Permit for small MS4 was submitted to the Virginia DCR. As of December 21, 2012, the County is fully compliant with its MS4 permit.</p> <p>During 2012, all JCSA services continue to be provided in accordance with applicable permit requirements, standards and regulations. Maintaining the water production and distribution system continued to be a high priority with special emphasis placed on rapid response to system failures.</p>
<p><b>ENV 1.10.1.</b> Requiring Health Department approval for all subdivisions making use of on-site waste disposal systems.</p>	<p>The Planning Division requires the Health Department to sign all plats creating new lots using well and septic. On December 11, 2012, the BOS adopted the revised Subdivision Ordinance, which retains and enhances language requiring Health Department approval.</p>
<p><b>ENV 1.10.2.</b> Maintaining minimum lot sizes for any property containing an on-site waste disposal system.</p>	<p>On December 11, 2012, the BOS adopted the revised Subdivision Ordinance, which continued to regulate minimum lot sizes and giving the Health Department the ability to require a larger lot if necessary to serve on-site waste disposal systems.</p>

<b>ENV 1.10.3.</b> Continuing to require primary and reserve drain fields for subdivisions with applicable on-site waste disposal systems.	On December 11, 2012, the BOS adopted the revised Subdivision Ordinance, which retains and enhances language requiring primary and reserve drainfields.
<b>ENV 1.16.</b> Implement and develop means for funding the watershed protection and restoration goals and priorities adopted by the Board of Supervisors from the Powhatan Creek Watershed Management Plan, Yarmouth Creek Watershed Management Plan, and any other watershed management plans adopted by the Board of Supervisors.	In 2012, the BOS began funding of Mill Creek Watershed Management Plan recommendations through the East Branch Mill Creek Watershed Restoration Project. Design contracts are in place.
<b>ENV 1.17.</b> Continue to develop watershed management plans for the remaining County watersheds that identify environmentally sensitive areas and specific protection, restoration, and retrofit recommendations.	On November 29, 2012, a second stakeholder meeting was held to provide input to the Ware Creek Watershed Management Plan.
<b>ENV 2.1.</b> Continue to educate the public about voluntary techniques to preserve and protect environmentally sensitive lands; wildlife habitats; water quality; and watersheds, agricultural, forestal, and other open space lands through the PRIDE program.	On August 10, 2012, the Turf Love program hosted Super Turf Saturday with presentations on fertilizer and water management, including rain gardens for residential lawns.
<b>ENV 2.6.</b> Continue to offer training, certification, and equipment to volunteer monitors.	During the fall of 2012, the new benthic protocol (methodology to analyze insects living in the bottom of a stream) was introduced to volunteers through a series of workshops and hands-on training sessions. Evaluation of the new protocol is currently underway.
<b>ENV 3.3.</b> Operate programs which seek clear title to, or conservation easements over, environmentally sensitive lands throughout the County in partnership with willing property owners.	On August 14, 2012, the General Services staff reported to the BOS on issues related to the land conservation program. General Service's staff continue to be the primary lead on land/easement acquisition and have continued their ongoing work discussing acquisition with property owners over the last six months. Planning staff has more recently taken several actions related to monitoring and maintenance of existing County properties, including a survey and several site visits.



<b>ENV 3.5.</b> Continue to develop and enforce zoning regulations and other County ordinances that ensure the preservation to the maximum extent possible of rare, threatened, and endangered species; wetlands; flood plains; shorelines; wildlife habitats; natural areas; perennial streams; groundwater resources; and other environmentally sensitive areas.	On November 27, 2012, the BOS adopted the Cluster Overlay Ordinance, which includes density bonuses for several of the listed items to provide an incentive to protect them. On October 9, 2012, the BOS approved the rezoning for New Town Section 12. This area is part of a Natural Heritage Resource Area so a proffer was included to survey the property for resources.
<b>ENV 3.6.</b> Continue to collaborate regionally to improve environmental quality, including but not limited to working with HRPDC and County staff to develop a local level green infrastructure map which identifies critical natural and cultural networks and lands best suited for development and develop a plan for implementation.	Since July 2012, the Planning Division has been participating in regional meetings with York County and the City of Williamsburg related to the coordinated Comprehensive Plan review process.
<b>H HOUSING</b>	
<b>H 3.6.</b> Continue to assist for profit and non-profit developers in obtaining funds to finance affordable and workforce housing developments from programs such as the Affordable Housing Incentive Program (AHIP). Continue to investigate the possibility of additional demonstration projects to illustrate the integration of financial incentive programs and modified land use policy to encourage least cost housing developments.	In the summer of 2012, two new houses (affordable to low-and moderate-income households) were built in the Ironbound Square subdivision by for-profit developers. A third house is currently under contract and being constructed. Two houses in the Forest Heights redevelopment area were reconstructed in August 2012 by private builders using Community Development Block Grant funds.
<b>LU LAND USE</b>	
<b>LU 2.1.</b> Plan for and encourage the provision of greenways, sidewalks, and bikeways to connect neighborhoods with retail and employment centers, parks, schools, and other public facilities and to effectively connect buildings and activities within individual sites.	In September 2012, Planning staff oversaw the completion of a sidewalk project along Richmond Road in Toano. This project consisted of the replacement of 500 linear-feet of sidewalk in front of the commercial properties in Toano. See <b>ENV 2.8.</b>
<b>PR PARKS AND RECREATION</b>	
<b>PR 1.3.</b> Continue to develop Freedom Park and the Warhill Sports Complex based upon approved master plans.	In April 2012 staff negotiated new lease with Go Ape USA for Tree Top Adventure Course at Freedom Park. Phase 4 development at Freedom Park is underway as archaeological and environmental

	studies are completed. A multi-use trail to Hornsby school is currently under design.
<b>PR 1.6.</b> Develop parks and fields in conjunction with new school development whenever possible and continue to collaborate with Williamsburg-James City County Schools during the site design process.	On May 2012 the lighting system of two athletic fields at Jamestown High School and two fields at Warhill High School were completed, allowing greater school and Parks and Recreation usage.
<b>PR 2.1.</b> Continue to coordinate with the Virginia Department of Transportation (VDOT), the Historic Triangle Bicycle Advisory Committee, and local running, hiking, and bicycling clubs to develop a bikeway network consistent with the adopted Regional Bicycle Facilities Plan by seeking County funding whenever feasible and by seeking non-County funding sources.	<p>During 2012 the Planning Division continued to send a representative to regular HTBAC meetings and participated in updating the map. Staff continued to work with VDOT on the following projects that have a bike/pedestrian component: Monticello Avenue Project, Safe Routes to School-James City County River Elementary Project, Longhill Road and Mooretown Road Corridor studies, Croaker Road Multi-Use Trail Project, and the Pocahontas Trail (Route 60) Multi-Modal Project. In November 2012, the BOS approved a Revenue Sharing project application for additional bike access to the Capital Trail.</p> <p>In the FY14 CIP process, Parks and Recreation requested funds to construct the Olde Towne Trail, which would link Warhill with the County's Recreation Center.</p>
<b>PR 2.3.5.</b> Continuing to seek funding in the Capital Improvement Program (CIP) for the acquisition and use of open spaces areas and greenways to preserve the scenic, natural, and historic characters of the area.	On November 13, 2012, the BOS approved a \$1,300,000 expenditure to purchase a perpetual conservation easement of the Allen Property at 2001 Bush Neck Road. No specific open space or greenway request was made during the FY14 CIP.
<b>PR 3.4.</b> Submit grant applications to secure funds for new parks and recreation programs, services, facilities, and related transportation services.	In April 2012, Parks and Recreation staff submitted Recreation Trails Grant to complete a multi-use trail connecting Freedom Park to Jolly Pond School site. In March 2012, staff submitted, but did not receive, a \$9,000 grant to Knights of Columbus to offer therapeutic horseback riding to disabled participants.

<b>PR 5.1.</b> Continue to encourage new development to dedicate or otherwise permanently convey open space, greenway, and conservation areas to the County or a public land trust.	On November 27, 2012, the BOS adopted the Cluster Overlay Ordinance, which included a density bonus for developments that adhere to open space design principles or that dedicate land for greenway trails. Similar provisions are included in the new R-3 Residential Redevelopment District, which was adopted by the BOS on September 11, 2012. The BOS also approved several renewals and additions to existing Agricultural and Forestal Districts including Pates Neck and Mill Creek.
<b>PR 5.2.</b> Encourage new development to dedicate right-of-way and construct sidewalks, bikeways, and greenway trails for transportation and recreation purposes, and construct such facilities concurrent with road improvements and other public projects in accordance with the Sidewalk Master Plan, the Regional Bicycle Facilities Plan, and the Greenway Master Plan.	On September 11, 2012, the BOS adopted amendments to residential zoning districts and a new R-3 Residential Redevelopment District. The R-3 District includes density bonuses for pedestrian accommodations. The Planning Division has reviewed several cases in the last six months of 2012 that include some pedestrian facilities including Walnut Grove, Colonial Heritage, New Town Section 9, Settlement at Powhatan Creek Phase 3 and Mid-County Park.
<b>PR 6.3.</b> Continue to offer the Inclusion service and conduct assessments with persons with disabilities to ensure necessary accessibility for participation in recreation programs.	During 2012, 15 new assessments were completed and 121 citizens received accommodations and inclusion services in diverse programs and facilities.
<b>PR 9.1.</b> Continue to disseminate brochures and keep up to date information on the Web site to inform County residents and visitors about County parks and recreational opportunities in accordance with approved public information plans.	In 2012, the Parks and Recreation staff released the new Chickahominy Riverfront Park brochure, began drafting the new Legacy Hall brochure, created a new outdoor pools brochure, updated the website with all new fees and rental information, and utilized social media sites and community publications for information sharing. The new Freedom Park newsletter was completed.
<b>PF PUBLIC FACILITIES</b>	
<b>PF 1.2.</b> Acquire land for, efficiently design, and construct new public facilities in a manner that facilitates future expansion and promotes the maximum utility of resources to meet future capacity needs.	In 2012, additional land at Fire Station 4 was acquired to allow expansion.



	Air Quality (CMAQ) designation for the Route 60 multi-modal project, which will allow future funding transfers.
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## GLOSSARY OF TERMS

AFD	Agricultural and Forestal District
BCTF	Business Climate Task Force
BMP	Best Management Practice
BOS	Board of Supervisors
CIP	Capital Improvements Program
DCHD	Virginia Department of Housing and Community Development
DRC	Development Review Committee
EDA	Economic Development Authority
EOC	Emergency Operations Center
GSA	Goal, Strategy and/or Action
JCCRC	James City County Recreation Center
LEED	Leadership in Energy and Environmental Design
OED	Office of Economic Development
OHCD	Office of Housing and Community Development
PC	Planning Commission
SSPRIT	Subdivision / Site Plan Review Improvement Team
VDOT	Virginia Department of Transportation
VHDA	Virginia Housing Development Authority

The Planning Commission reviewed several new proposals for New Town in 2012; seen here is the construction of Settler's Market.





*Historic Past*



*Sustainable Future*

## 2008 James City County Comprehensive Plan

### JAMES CITY COUNTY PLANNING COMMISSIONERS



Front Left to Right: Robin Bledsoe, Chris Basic, Tim O'Connor, Rich Krapf  
Back Left to Right: George Drummond, Al Woods, Mike Maddocks

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